



City of San Marcos
MEETING AGENDA
TIRZ # 5 Board
June 29, 2023, 10:00 a.m.
Virtual Zoom Meeting

1. Call to Order

2. Roll Call

3. Citizen Comment Period

Persons wishing to participate (speak) during the Citizen Comment portion of the meeting must email FinanceInfo@sanmarcostx.gov prior to 10:00AM the day of the meeting. A call-in number to join by phone or link will be provided for participation on a mobile device, laptop or desktop computer.

4. Consider approval, by motion, of the May 4, 2023, meeting minutes: Pg 2

5. Consider approval, by motion, of the May 26, 2023, meeting minutes: Pg. 4

6. Update regarding Activities and Projects approved in the Project & Financing Plan: Pg 5

7. Update regarding financials: Pg 6

8. Discuss and consider approval of the FY2024 Budget

9. Receive update from staff regarding Downtown Operations Plan: Pg 8

10. Review of Project & Financing Plan

11. Future agenda items

12. Adjourn

The zoom information is below:

Please click the link below to join the webinar:

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International numbers available: <https://us02web.zoom.us/j/kBDe7SC6r>



City of San Marcos
MEETING MINUTES
TIRZ # 5 Board
May 4, 2023, 2:00 p.m.
Virtual Zoom Meeting

1. Call to Order

The meeting was called to order at 2:05 PM

2. Roll Call

Present: Mayor Hughson
Council Member Mark Gleason
Commissioner Lon Shell
Commissioner Debbie Ingalsbe
Mr. Mylius

Absent: NONE

3. Citizen Comment Period

No citizen comments.

4. Consider approval, by motion, of the March 30, 2023, meeting minutes.

Motion to approve was made by Commissioner Debbie Ingalsbe and seconded by Council Member Mark Gleason. Motion passed unanimously.

5. Discuss and consider amending the FY 2023 Budget Downtown Operations Plan

Mrs. Fallett provided the detail on the full budget for FY23. No questions. Mr. Locke went over the current budget as well as the actual. Motion for amending current year 2023 budget plan was passed unanimously.

6. Discuss and consider proposal for FY 2024 Budget Downtown Operations Plan

Mrs. Fallett provided the detail on the FY24 Budget. Commissioner Debbie Ingalsbe prefers personnel not be paid under TIRZ. Commissioner Lon Shell agrees with Commissioner Debbie Ingalsbe, their needs to be an end date to transition into city funded city employees. City Manager Stephanie Reyes stated they do not have to be city employees they can be county employees, needs to be discussed more. Mr. Mylius supports a transition approach to continue the pilot program fully funded by the TIRZ for another 12 months, then potentially share the costs in the following year and find room in the city budget to absorb one full time position. Commissioner Debbie Ingalsbe stated she is supportive of an additional 12 months and have further discussion regarding the plan forward after that. Motion for future year 2024 budget plan was passed unanimously.

7. Discuss and consider approval of Courthouse Grounds Concrete Labor Quote (Sidewalks)

Commissioner Debbie Ingalsbe provided information regarding the labor and material costs for the sidewalk demo. Motion for approval of Courthouse Grounds Concrete Labor Quote (Sidewalks) was passed unanimously.

8. Future agenda items

Renovations for the actual courthouse grounds sidewalks.

9. Adjourn

Mayor adjourned at 2:42 PM



City of San Marcos MEETING MINUTES TIRZ # 5 Board

May 26, 2023, 10:30 a.m.
Hybrid: Zoom or In Person Meeting

1. Call to Order

The meeting was called to order at 10:42 AM

2. Roll Call

Present: Mayor Hughson
Council Member Mark Gleason
Commissioner Lon Shell
Commissioner Debbie Ingalsbe

Absent: Mr. Mylius

3. Citizen Comment Period

No citizen comments.

4. Consider approval of Courthouse Grounds Renovation

Commissioner Debbie Ingalsbe stated two bids were received and Diamondback Landscaping was the lowest bidder at \$196,399.75. Commissioner Debbie Ingalsbe gave a timeline of the construction schedule. Four in favor, none opposed, and one abstain, Motion passed unanimously for approval of the Courthouse Grounds Renovation.

5. Future agenda items

6. Adjourn

Mayor adjourned at 10:50 AM

Approved TIRZ #5 Project	Status Update
Justice Center Streetscape Improvement Project	Approved amount = \$330,000 In Construction. Work is complete. Future work: Deductive Change Order has been processed to close out contract. Minor construction contract will be executed to install tree grates. Tentative completion date is June 2023.
Alley Redevelopment (Phase 1)	Approved amount = \$600,000 In Design. Work Completed: Hutchison St and Jacks Alley 30% design review completed in January 2023. 60% design for Kissing Alley will be submitted to the City in May 2023.
Cheatham Street Flats Alley Paving	Approved amount = \$49,612. Construction Completed.
Pedestrian Safety and Comfort	Approved amount = \$200,000 Work completed: Signage installed, lighting fixtures installed. Future Work: Crosswalk striping improvements.
Downtown Reconstruction	Approved amount = \$500,000 Not Started: Pending TxDOT negotiations on City take over of state streets.
Downtown Shuttle (1 Year Pilot)	Approved amount: \$500,000 Work completed: Vendor chosen and Contract approved by City Council. The pilot launched November 7th. Staff monitoring program and reporting to the Parking Advisory Board monthly. Current program running Monday - Friday 11 am - 3 am
Property Acquisition and M & O	Approved amount = \$2,000,000 Acquisition Complete. Work Completed: Demolition of structures Future work: Staff development of interim options for activation of site. Will be brought forward for approval. Soil testing beneath foundation per TCEQ request. Municipal Settings Designation workshop and Ordinance.
Downtown Security Cameras	Approved Amount = \$50,000 The cameras are supposed to be fully installed and operational by the end of this month.
Courthouse Grounds Renovation	Approved amount = \$196,400 Diamondback Landscaping lowest bid to perform renovations

TIRZ #5-Downtown as of 6/29/2023

Budget Year	Tax Year	Taxable Value ^{1,2,3}	Value Increase From Base Year	Annual Increase Percentage	City Tax Rate	City Tax	County Tax Rate	County Tax	Total Revenue Available	Cumulative Revenue Available	Expended/ Budgeted ⁴	Cumulative Expended/ Budgeted	Balance
FY13	2012 Actual 70%	\$ 105,083,437	\$ 899,281	0.86%	0.5302	\$ 5,795	0.4252	\$ 4,642	\$ 10,437	\$ 10,437	\$ -	\$ -	\$ 10,437
FY14	2013 Actual 70%	\$ 116,524,339	\$ 12,356,933	10.9%	0.5302	\$ 43,472	0.4252	\$ 34,962	\$ 78,434	\$ 88,871	\$ -	\$ -	\$ 88,871
FY15	2014 Actual 70%	\$ 143,130,508	\$ 41,268,182	22.8%	0.5302	\$ 140,785	0.4252	\$ 116,509	\$ 257,294	\$ 346,165	\$ -	\$ -	\$ 346,165
FY16	2015 Actual 70%	\$ 145,033,604	\$ 42,341,838	1.3%	0.5302	\$ 149,771	0.4162	\$ 119,571	\$ 269,342	\$ 615,507	\$ -	\$ -	\$ 615,507
FY17	2016 Actual 70%	\$ 151,017,107	\$ 48,375,011	4.1%	0.6139	\$ 173,695	0.4012	\$ 121,378	\$ 295,073	\$ 910,580	\$ -	\$ -	\$ 910,580
FY18	2017 Actual 70%	\$ 190,650,978	\$ 86,366,376	26.2%	0.6139	\$ 368,718	0.4330	\$ 240,973	\$ 609,691	\$ 1,520,271	\$ -	\$ -	\$ 1,520,271
FY19	2018 Actual 70%	\$ 226,246,103	\$ 119,056,967	18.7%	0.6139	\$ 509,532	0.4237	\$ 310,695	\$ 820,227	\$ 2,340,498	\$ -	\$ -	\$ 2,340,498
FY20	2019 Actual 70%	\$ 247,526,912	\$ 140,337,776	9.4%	0.6139	\$ 616,057	0.4237	\$ 377,120	\$ 993,177	\$ 3,333,675	\$ (1,638)	\$ (1,638)	\$ 3,332,037
FY21	2020 Actual 25%	\$ 341,673,734	\$ 232,367,318	38.0%	0.5930	\$ 344,464	0.3924	\$ 227,625	\$ 572,088	\$ 3,905,763	\$ (2,001,380)	\$ (2,003,018)	\$ 1,902,745
FY22	2021 Actual 25%	\$ 364,852,357	\$ 255,545,941	6.8%	0.6030	\$ 384,987	0.3629	\$ 231,356	\$ 616,343	\$ 4,522,106	\$ (203,331)	\$ (2,206,349)	\$ 2,315,757
FY23	2022 Budget 70%	\$ 422,269,807	\$ 312,963,391	15.7%	0.6030	\$ 1,321,018	0.2950	\$ 646,269	\$ 1,967,288	\$ 6,489,394	\$ (2,377,613)	\$ (4,583,962)	\$ 1,905,432
FY24	2023 Estimated 70%	\$ 464,562,115	\$ 355,255,699	10.0%	0.6030	\$ 1,499,534	0.2950	\$ 733,603	\$ 2,233,137	\$ 8,722,531		\$ (4,583,962)	\$ 4,138,569
FY25	2024 Estimated 70%	\$ 487,790,221	\$ 378,483,805	5.0%	0.6030	\$ 1,597,580	0.2950	\$ 781,569	\$ 2,379,149	\$ 11,101,681		\$ (4,583,962)	\$ 6,517,718
FY26	2025 Estimated 70%	\$ 512,179,732	\$ 402,873,316	5.0%	0.6030	\$ 1,700,528	0.2950	\$ 831,933	\$ 2,532,462	\$ 13,634,142		\$ (4,583,962)	\$ 9,050,180
FY27	2026 Estimated 70%	\$ 537,788,719	\$ 428,482,303	5.0%	0.6030	\$ 1,808,624	0.2950	\$ 884,816	\$ 2,693,440	\$ 16,327,582		\$ (4,583,962)	\$ 11,743,620

Notes:

2011 Base Value = \$109,306,416

1- FY 2023 taxable value is the certified value as of July 25, 2022.

2- FY 2023 taxable value reduced by \$16,287,779 for Cheatham Street Flats apartments being removed from the tax roll by the Texas Essential Housing Public Facility Corporation.

3- FY 2024 taxable value based on preliminary values provided by the Hays County Appraisal District.

4- FY 2023 amount is the budget.

TIRZ #5 - Downtown

Budget to Actual as of June 26, 2023

	FY23 Revised Budget		FY23 Actuals		Encumbrances	Available Budget	FY24 Preliminary Budget
Beginning Fund Balance	\$	2,315,757	\$	2,315,757			\$ 2,945,182
Revenues							
CITY *	\$	1,366,722	\$	1,281,387		\$ 85,335	\$ 1,469,543
COUNTY *		898,625		626,881		271,744	718,931
Total Revenues	\$	2,265,347	\$	1,908,268		\$ 357,079	\$ 2,188,474
Expenses							
Contracted Services	\$	281,430	\$	36,615	\$ 70,362	\$ 174,453	\$ 150,000
Downtown Planning & Development		746,183		210,197	289,803	246,183	200,000
Equipment		50,000		50,000	-	-	-
Capital Projects		1,300,000		166,496	108,970	1,024,534	1,003,600
Total Expenses	\$	2,377,613	\$	463,309	\$ 469,135	\$ 1,445,170	\$ 1,353,600
Net - Revenues Less Expenses	\$	(112,266)	\$	1,444,960			\$ 834,874
Ending Fund Balance (Estimated)	\$	2,203,491	\$	3,760,717			\$ 3,780,056

* Estimated based on total property tax collections being at 97% of the levy.

Projects	Budget	LTD Actuals	Available Project Funds
Alley Redevelopment (Phase 1)	\$ 600,000	25,128	\$ 574,872
Pedestrian Safety & Comfort	200,000	116,868	83,132
Downtown Reconstruction	500,000	227,454	272,546
Downtown Shuttle (1 Year Pilot)	500,000	210,197	289,803
Downtown Security Cameras	50,000	50,000	-
Courthouse Grounds Renovations	196,400	-	196,400
	\$ 2,046,400	\$ 629,646.96	\$ 1,416,753

DOWNTOWN OPERATIONS PLAN MAY 2023 UPDATES

Request	Budget	Actual/Enc	Status
Landscaping Maintenance Contract(s)	\$100,000	\$28,558.16	In Process - Mowing + Maintenance
Sidewalk Cleaning Contract	\$30,000	\$30,000	Additional Cleanings Scheduled
Sidewalk Joint Repair Contract	\$48,000	\$0	In Process - Solicitation
Tree Trimming	\$8,100	\$0	In Process - Urban Forester
Power Washing Equipment	\$5,000	\$0	In Process - Storage Location Secured
Full-Time Temporary Staff	\$87,984	\$42,301.60	Complete - Staff Hired
Mobile Phones	\$455.88	\$151.96	Complete - Purchased
Uniforms	\$750	\$634.84	Complete - Purchased
TOTAL FY23 Requests	\$280,289.88	\$101,646.56	36% Expended